

City Manager Evaluation Goals for 2015-2016 (Proposed)

Foster Economic Vitality	Progress
<i>Monitor & Analyze BCU's performance against contract specifications with the City</i>	
<i>Evaluate and implement a new downtown development strategy (complete by not later than middle of 2016-2017 fiscal year)</i>	
<i>Build and foster relationships with businesses, non-profits, educational Institutions, etc.</i>	
<i>Streamline the process for creating or doing business in the City.</i>	
<i>Participate in the BC Vision implementation</i>	
<i>Complete all actions to qualify as a "Redevelopment Ready Community" by October 1, 2016</i>	
<i>Maintain relationships with regional and state economic development partners</i>	
Residents and Visitors Feel Safe in Battle Creek	
<i>Monthly communication about city happenings with the public</i>	
<i>Support community outreach by police and fire.</i>	
<i>Quarterly communication and relationship building with business and residents on safety views/perspectives.</i>	
<i>Institute an internal coordinating team to address areas of concern that cross multiple departments (i.e. police/code/inspections)</i>	
<i>Continue to review and improve housing code/inspections processes. (complete by not later than middle of 2016-2017 fiscal year)</i>	
<i>Develop safety enhancements (i.e. lighting, police call boxes, sidewalks, walkable routes)</i>	
Access to Recreational, Cultural & Leisure Opportunities	
<i>Comprehensive review of the Parks & Recreation department pending retirement of department head.</i>	

<i>Convene community partners to coordinate community events/festivals and location of community events/festivals. (By May 1st)</i>	
<i>Continue to explore ways to utilize the riverfronts for recreation and development. (To coordinate with Master Plan timeline)</i>	
<i>Partner with KCC Center for Diversity to explore and implement a diversity program(s) for city staff.</i>	
<i>Insure diversity in communication methods and service provision.</i>	
Reliable and Up-to-Date Infrastructure	
<i>Explore alternative means of funding for capital program.</i>	
<i>Develop multi-year management/maintenance plans for all city infrastructure.</i>	
<i>Implement updated water/sewer agreements with neighboring jurisdictions.</i>	
<i>Complete public input process and provide recommendation to City Commission on a new police headquarters facility.</i>	
<i>Complete public input process and provide recommendation to City Commission on new fire station locations and facility improvements.</i>	
Environmental Stewardship	
<i>Participate in the Sustainable BC Committee to insure coordination of efforts.</i>	
<i>Complete or build upon energy audits of all city facilities.</i>	
<i>Consider implementing “green” processes in our purchasing practices and policies</i>	
<i>Participate in the County solid waste oversight committee</i>	
<i>Work with waste hauler contract to encourage and increase the recycling participation and opportunities with city residents.</i>	
<i>Explore a sustainable and/or an environmental strategy for the City with measurable goals.</i>	
<i>Explore where low impact development</i>	

<i>(LID) on City-owned facilities could be included.</i>	
Connected, Accessible & Reliable Transportation Network	
<i>Complete the strategic business plan for the airport.</i>	
<i>Explore ways to expand transportation services within the city and county.</i>	
<i>Continue to maintain and develop non-motorized transportation routes.</i>	
<i>Explore ways to better connect neighborhoods with the downtown and other business corridors.</i>	
<i>Continue to implement the Complete Quiet Zone.</i>	
<i>Support marketing of the airport and surrounding area for development and expansion opportunities.</i>	
Well-Planned Growth & Development	
<i>Complete the update of the Master Plan.</i>	
<i>Provide support to neighborhood planning councils and encourage the development of action plans for each council.</i>	
<i>Coordinate with neighboring jurisdictions as they plan for development.</i>	
<i>Continue to provide opportunities for citizen engagement to gather input on growth and development.</i>	
<i>Ensure coordination for current and future development with surrounding jurisdictions.</i>	
<i>Explore alternate re-uses/redevelopment of underutilized commercial corridors.</i>	
<i>Integrate mixed use development where feasible.</i>	

Managerial Competencies

Leadership	Update
<i>Twice a year brown-bag visits with departments.</i> <i>Participation in community events, boards and commissions.</i> <i>Regular one-on-one meetings with department heads.</i> <i>Regular senior staff meetings.</i>	
Teamwork	
<i>Continue to integrate mission and vision throughout the organization.</i> <i>Complete an employee survey and disseminate results.</i> <i>Annual meeting with union presidents.</i>	
Oral and Written Communication	
<i>Contribute to various city newsletters.</i> <i>Communicate city messages in a variety of means (social media, mail, newsletters, website, mobile applications, etc.)</i> <i>Maintain open door policy.</i>	
Strategic Focus	
<i>Determine performance metrics that correspond to the PBB Results established by Commission and establish system to track.</i>	
Customer Service	
<i>Implement customer-centric training for the entire organization.</i> <i>Nurture a culture that supports the success of our customers.</i> <i>Utilize technology to our fullest capability.</i> <i>Timely response to citizen requests for information and meetings.</i> <i>Explore options for customer complaint tracking.</i>	
Professionalism	
<i>Complete the ICMA Credentialed Manager application/process.</i> <i>Continue with professional development opportunities throughout the organization.</i>	
Fiscal Responsibility	
<i>Revised CIP prioritization process.</i> <i>Implement Priority Based Budgeting.</i> <i>Timely budget process.</i> <i>Quarterly budget reports to Commission.</i> <i>Encourage proper asset management in all departments.</i>	

To review Legacy Costs at the City to ensure stability for the next 20+ years.	
Relationship with City Commission	
<i>Meet regularly with City Commissioners.</i> <i>Conduct orientation with Commissioners to include review of roles and responsibilities, city charter, and CM evaluation process.</i> <i>Annual retreat to review strategic priorities.</i> <i>Provide written weekly updates to Commission.</i>	